

have fun



earn money

learn skills



make friends



try on careers for fit!

Trying to decide on a career? The Illinois Department of Employment Security offers a variety of career exploration materials. You'll find information on occupations, how to prepare, and how to pay for school or training. See also the self-assessments, course planners and job search hints.

For middle school and junior high use **CIS Junior**
For high school and college use the **Career Information System, CIS.**



- 1) Go to www.ides.illinois.gov/careerinfo
- 2) Click on Illinois Career Information System
- 3) Click on "Visit CIS today!"
- 4) Use the Illinois resident log in (your city and zip code.)

Hint: bookmark the site to return quickly next time. Create a My CIS Portfolio with your own user name and password to store your results and to put together a resume.



You can also search thousands of jobs online at illinoisjoblink.com. Our service is fast, free, and available 24/7.

For assistance with employment and training issues, contact your local Illinois workNet Center. Call 1-800-244-5631 for the location nearest you.

IDES is an equal opportunity employer and complies with all state and federal nondiscrimination laws in the administration of its programs. Auxiliary aids and services are available upon request to individuals with disabilities. Contact the office manager of the IDES office nearest you or the IDES Equal Opportunity Officer at (312) 793-9290 or TTY: (800) 340-1107.

The Illinois Department of Employment Security is not endorsing any site and is not responsible for its content. It is the nature of the internet that sites can change, become outdated or disappear. Please contact des.icrn@illinois.gov if you would like to update a link.

State of Illinois
Bruce Rauner, Governor

Department of Employment Security
Jeff Mays, Director



Summer Job Central 2015





Summer Job Central 2015

Visit <http://www.ides.illinois.gov/sjc2015> to click on these links.

Your summer job is a chance to try out a career while earning money. You can also make valuable contacts which will help when looking for full-time work. Apply as soon as possible because the best jobs go fast! Summer hiring can begin as early as February. Although the job market is improving it's going to be challenging again this year so also consider internships, volunteering or starting your own business as ways to get experience.

Use the Illinois Career Information System (CIS) at www.ides.illinois.gov/careerinfo to learn about how your interests may fit with occupations and how to apply for work. Set up a My CIS Portfolio and you can even create a quick resume. Use Job Search and Keep That Job for hints and tips.

Use normal caution before giving your contact information and be sure to try free resources first.



How do I know where to look?

Overviews on finding summer work or creating your own business:
<http://jobsearch.about.com/od/internshipssummerjobs/a/when-to-apply-summer-job.htm>

<http://jobsearch.about.com/cs/justforstudents/a/teenjobs.htm>

A step-by-step guide for finding a summer or part-time job:
http://www.quintcareers.com/finding_summer_jobs.html

Great links and resources for teen job hunters:
http://www.skokiellibrary.info/s_teens/tn_jobs/index.asp

"Teen, Seasonal and Kinda Cool Opportunities" in the Riley Guide
<http://www.rileyguide.com/teen.html#summer>



What about hours, wages and safety?

Illinois' rules for wages, hours and permits for teen workers:
<https://www.illinois.gov/idol/Laws-Rules/FLS/Pages/child-labor-law.aspx>

Great site for safety on your summer job:
<http://www.osha.gov/SLTC/youth/summerjobs>



Where can I find a job?

An internet-based job search tool that features current job openings in Illinois:
<http://www.illinoisjoblink.com>

Find internships in Illinois:
<http://www.illinoisinternships.jobs>

SnagAJob has several articles and news for summer wages:
<http://www.snagajob.com/resources/summer-jobs>

Job listings and tips for researching potential employers:
<http://www.summerjobs.com>

Sites with listings of summer adventure and international jobs:
<http://www.backdoorjobs.com>

Seasonal job listings, blogs, message boards and free email accounts:
<http://www.coolworks.com>

Want to work at a summer camp? Look here for listings:
<http://www.mysummercamps.com>

Find camp job openings and job fairs:
<http://www.acacamps.org/jobs>

Job listings and job search tips including teen resumes:
<http://www.teens4hire.org>

Quick tips for getting hired and making the most of a summer job:
<http://www.kiplinger.com/article/saving/T012-C000-S001-land-the-perfect-summer-job.html>

CareerBuilder has job and internship listings; type "summer" as the keyword:
<http://www.careerbuilder.com>

Video series and guide for job searching and interviewing:
<http://www.bepsc.org/resources.html>



Volunteering and self-employment

Volunteer in your community through the State of Illinois:
<http://www2.illinois.gov/serve/Pages/default.aspx>

AmeriCorps connects people of all ages for volunteer service projects:
http://www.americorps.gov/about/role_impact/state_profiles_detail.asp?tbl_profiles_state=IL

Ideas for the various places that need volunteers:
<http://www.wisegEEK.com/what-are-some-volunteer-options-for-teens.htm>

Start your own business over the summer:
<http://www.entrepreneur.com/article/159548-1>



Are there summer jobs in government agencies?

Internships with the State of Illinois:
<https://www.illinois.gov/employment/pages/internshipsfellowships.aspx>

Check out Hire the Future and other youth programs:
http://www.ides.illinois.gov/Pages/Hire_the_Future.aspx

City of Chicago internships opportunities:
<http://www.cityofchicago.org/city/en/ofinterest/res/teen.html>

Greencorps Chicago has summer jobs in urban agriculture and energy-efficiency projects:
http://www.cityofchicago.org/city/en/depts/cdot/provdrs/conservation_outreachgreenprograms/svcs/greencorps_chicago.html

The City of Chicago connects youth to summer jobs, internships and training.
<http://www.onesummerchicago.org>

Summer jobs and internships with government agencies:
<https://www.usajobs.gov/studentsandgrads>



What should my parents know about summer jobs?

A parents' guide to teens' summer work with several articles:
<http://life.familyeducation.com/teen/jobs-and-chores/36446.html>

Tips for teaching teens about saving and money management:
<http://www.themint.org/teens/saving-tricks.html>

Deciding if teens should work to help out with family finances:
http://web.extension.illinois.edu/toughtimes/deciding_if_teens_should_work.cfm

Where are some fun camps for parents to go to while kids are working?
<http://www.grownupcamps.com>



Can employers get help for hiring teens?

Get Work Opportunity Tax Credits for hiring youth:
http://www.ides.illinois.gov/Pages/Work_Opportunity_Tax_Credit.aspx

Recruit teens for summer employment and seasonal work:
<https://www2.illinoisworknet.com/Jobs/Pages/Recruiting.aspx>